



Phelan Piñon Hills Community Services District

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**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
BOARD MEETING
July 18, 2012
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371**

MINUTES

Board Members Present: Mark Roberts, President
Alex Brandon, Director
Al Morrissette, Director
Joe Fahlender, Director
Charlie Johnson, Vice President

Board Member Absent: None

Staff Present: Don Bartz, General Manager
Allyson Beran, Administrative Tech II
George Cardenas, Project Coordinator

REGULAR BOARD MEETING – 7:00 P.M.

Call to Order

President Roberts called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Board Members were present.

1. Approval of Agenda

Mr. Bartz removed the wording "Adjourn to Closed Session" and corrected the wording of item 6b from Payroll to Tax Roll. Director Fahlender moved to approve the Agenda as amended. Director Brandon seconded the motion. All were in favor.

2. Public Comment

San Bernardino County Sheriff Sergeant Rob Cioli stated that he was available to address any community concerns and to advise the Board and community that there were to be some internal staffing changes within the High Desert and that the Phelan Substation would be receiving a new Sergeant, Shelly Crosby, in late August.

3. Consent Items

Director Fahlender moved to approve the Consent Items. Director Morrissette seconded the motion. All were in favor.

4. Matters Removed from Consent Items

None

5. Presentations/Appointments

a. None

6. Continued/New Agenda Items – Action Items

a. **Public Hearing on Delinquent Water Charges**

President Roberts open the hearing at 7:07 p.m.

1. **Secretary's report on written protests, objections, and comments.**

Mrs. Beran reported that the District received zero (0) written protests on the Proposed Adoption of the Delinquent Water User Charges.

2. **Attorney's report on action taken prior to this hearing.**

Mr. Kennedy reported the notice of hearing was published in the Daily Press on July 3rd and July 10th of 2012 and in the Mountaineer on July 5th. He stated compliance with all legal requirements for this hearing within the manner and time specified in the Government Code.

3. **Staff's Report:**

Mr. Bartz reported the Delinquent Water Use Charges Report was filed with the Secretary on July 10, 2012 and detailed 267 accounts amounting to a total of \$57,229.34.

He stated the Delinquent Water Use Charges Report reflects: each affected parcel of real property and the amount of charges and delinquencies for each affected parcel for the year.

4. **Public Comments, Protests, and Objections:**

None

Director Brandon moved to close the public hearing. Director Morrisette seconded the motion. All were in favor.

b. **Discussion and Possible Approval of Resolution #2012-13; Confirming, or Modifying and then Confirming, the Report of Delinquent Water User Charges for the Purpose of Collecting Said Charges on the San Bernardino County Tax Roll**

Director Fahrlender moved to approve the Resolution. Vice President Johnson seconded the motion. All were in favor.

c. **Public Hearing on Standby Assessments**

President Roberts open the hearing at 7:09 p.m.

1. **Secretary's report on written protests, objections, and comments.**

Mrs. Beran reported that the District received zero (0) written protests on the Proposed Adoption of the Standby Assessments.

2. **Attorney's report on action taken prior to this hearing.**

Mr. Kennedy reported Notice of hearing published in the Daily Press on July 3rd and July 10th of 2012 and in the Mountaineer on July 5th.

3. **Staff's Report:**

Mr. Bartz reported the preliminary water standby assessment report was filed with the Secretary on July 10, 2012 and details 3,848 parcels for a total assessment of \$304,409.90. The final report will be filed by the August 10, 2012 deadline.

He stated the water standby report reflects: each parcel of land within the District's boundaries; for acreage within 660 feet of a water line.

4. **Public Comments, Protests, and Objections:**

None

Vice President Johnson moved to close the public hearing. Director Brandon seconded the motion. All were in favor.

- d. **Discussion and Possible Approval of Resolution #2012-14; Establishing Water Standby and Availability Fees for 2012-13**
Vice President Johnson moved to approve the Resolution. Director Fahrlander seconded the motion. All were in favor.
- e. **Discussion and Possible Action Regarding CSDA 2012 Board Elections**
Mr. Bartz reviewed Resolution #2012-04 supporting and nominating Al Morrissette for CSDA's Board of Directors. Staff recommends that the Board vote for Al Morrissette. Mr. Kennedy recommended a vote. Director Fahrlander moved to vote for Al Morrissette for CSDA Board of Directors. Director Brandon seconded the motion. All were in favor, except for Director Morrissette who abstained.
- f. **Discussion and Possible Action Regarding Waste Management Committee**
Mr. Bartz deferred this item to Vice President Johnson. Vice President Johnson reviewed the history of this item and his submitted suggested roles and responsibilities for the proposed committee. Director Fahrlander had questions regarding bullet point #5. Vice President Johnson stated he would get clarification from CR&R. Director Brandon felt that the majority of the bullet points could be handled by a member of the staff. Vice President Johnson felt that there was not a staff member available for this. A discussion took place regarding whether or not a committee should be formed or if the items could be addressed by staff. President Roberts had a question regarding bullet point #6. A discussion took place regarding recycling, commercial outreach and residential recycling issues. The Board agreed that there was a consensus to form a Waste Management Committee. Vice President Johnson expressed interest in being a committee member. Director Brandon agreed to serve as the second committee member. The newly formed Waste Management Committee will report back to the Board at the August 1, 2012 meeting with their meeting schedule.

Action Item: Add Waste Management Committee to Committee Reports

7. **Review of Action Items**

Director Fahrlander has stated that his concerns regarding the service order action item have been addressed and that he is comfortable removing this item.

8. **Committee Reports**

- a. **Engineering Committee (Standing)** – The Engineering Committee met last Wednesday and most of the meeting was taken up by a presentation by Tesco Controls Inc., a SCADA control systems company. The committee had requested that Tesco provided them with a proposal for a comprehensive engineering study for possible upgrades and changes to the existing SCADA system to be provided before the next Engineering Committee meeting on August 8, 2012. There is a time constraint with this issue as the FCC is changing the frequency and systems are required to make these changes before January 1, 2013. The current system is 15-20 years and many components are not replaceable. Director Fahrlander questioned the legality of not going through an RFP process if the District decided to use Tesco as a vendor for this project. Mr. Kennedy stated that careful consideration needed to be given regarding this study, the possible future awarding of a contract to Tesco and the implied preferred vendor status. Director Johnson clarified that the intent of the study was to identify problems within the current system and that the any solutions would need to be addressed through the RFP process. A discussion took place regarding this proposal. There was Board consensus that this proposal should be brought before the Board at the second meeting in August for approval even if the dollar amount of the study is within the purview of the General Manager. President Roberts also stated his concerns that the flow at Smithson Springs should continue to be monitored.
- b. **Parks, Recreation & Street Lighting Committee (Standing)** – Director Morrissette stated that the committee met on Tuesday, July 17 and reviewed the proposal for the Piñon Hills Park. They are hoping to have the park expansion completed by the end of the calendar year. There was also an issue regarding a request for a streetlight at the intersection of Nielson and Beekley Roads. The affected residents have declined to have a light installed at that intersection so the issue will not be pursued further. The committee will be previewing Proposition 84, how it impacts improvements at the Phelan Park and to determine any revenue sources for that project. Director Brandon also mentioned that a community member attended the meeting and suggested instituting a property tax to fund park projects.

- c. **Finance Committee (Standing)** – Vice President Johnson stated that the committee has reviewed the disbursement and financial statements that were included in the Consent Items. They also discussed the rate study that is currently underway. There has been a revision to the timeline in finalizing this project due to a delay in reviewing the contracts. The final report is anticipated by October 30, 2012.
 - d. **Adjudication Committee (Ad Hoc)** – There is an August 17, 2012 meeting in Sacramento to meet with the mediator and an October 4, 2012 status conference. A trial date has been set, but the content and purpose has not yet been determined. A closed session will be scheduled after the August 17, 2012 Regular Board meeting. Director Brandon will meet with the General Manager to express his views regarding this item.
 - e. **Government Affairs Committee** – Nothing to report. The next meeting is scheduled for next Wednesday, July 25, 2012.
 - f. **Building Committee** – Nothing to report. The next meeting is scheduled for July 25, 2012. Staff has met with the architect who will be meeting with the Board at a future date to discuss the proposed Administration Building.
 - g. **Alternative Energy Committee** – This committee has been dissolved.
9. **General Manager's Report**
 Mr. Bartz requested that the Alternative Energy Committee (Ad Hoc) be reinstated to review some comments received from PSOMASFMG. Mr. Bartz would like to schedule PSOMASFMG to meet with the Board regarding a change in the projected revenues. Mr. Bartz clarified for the Board that the contract has not been signed due to the potential changes in the contract. He would like the Board to review these potential changes. President Roberts agreed to reinstate the committee if the General Manager feels it is necessary. There were no objections to reinstating the original committee. Additionally, Mr. Bartz asked the Board to consider developing a district wide strategic plan for the next five to twenty years and have a consultant give a presentation to the Board at one of the September meetings.

Action Item: Reinstate Alternative Energy Committee to Committee Reports

Director Fahrlender asked for an update on the paving of Caughlin Road Mr. Cardenas provided an update to the Board that this item is on schedule for the end of summer. Director Morrisette also provided an update on Caughlin Road and the Sheep Creek Road resurfacing project.

An update was provided on the Sheep Creek Rd Pipeline testing project.

10. Reports

a. Director's Report

Morrisette – Nothing to report

Johnson – Vice President Johnson attended a meeting last week for the California Society for Municipal Finance Officers regarding sales tax analysis and has requested information regarding sales tax data for our area to be presented to the Board at a future date. Vice President Johnson reiterated his support for Director Morrisette for the CSDA Board of Directors and asked that he provide regular reports of his activities. Vice President Johnson related a conversation that he had with Robert Lovingood, a local candidate for San Bernardino County 1st District Supervisor and invited him to come a meeting of the Board to introduce himself. A discussion took place regarding inviting all candidates to a Board meeting.

Brandon – Director Brandon stated he has been attending local CSDA chapter meetings. He also wanted to remind everyone that he was hosting a reception for Bishop Keith tomorrow afternoon, July 19, 2012 from 4 to 6 pm at Bizzy Bee Bakery and everyone is welcome to attend.

Fahrlender – Director Fahrlender stated that he witnessed three separate instances of water running down Bear Valley Road in Victorville. He eventually tracked the water to a vacant home. He stated that something of this nature would not happen in our district and wanted to thank staff and the community for not allowing similar events to happen.

- b. **President’s Report** – President Roberts requested an update of the road closures in the area due to work on the railroad tracks. Mr. Cardenas provided tentative updated dates for these closures.

11. Correspondence/Information

None

Set Agenda for Next Meeting – August 1, 2012

- PSOMASFMG Presentation

Future Items:

- Discussion and Possible Approval of Health Benefits for Board Members
- Review of Conflict of Interest Resolution (Deadline is October)
- Strategic Plan Presentation (September meeting)

Adjourn

With no further business, the meeting was adjourned at approximately 8:22 p.m.

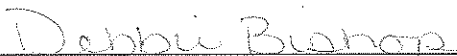
Board approved the above Minutes on August 1, 2012:



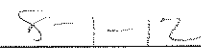
Mark Roberts, President



Date



Debbie Bishop, Board Secretary



Date